

Attachment #1: Transition Plan

Specify the transition plan for the waiver:

Additional Needed Information (Optional)

Provide additional needed information for the waiver (optional):

GLOSSARY OF FREQUENTLY USED TERMS AND ACRONYMS

ACS - Affiliated Computer Services, Inc.

APS - Adult Protective Services

ARM- Administrative Rules of Montana

AWACS- Agency Wide Accounting and Client System. This non MMIS system is used by the DDP to enable billing and payments, as well as maintain client demographic information.

CFR- Code of Federal Regulations

CIIFR - Critical Incident Investigation Final Report

Client- A service recipient enrolled in the waiver.

Consumer- Same as a client, service recipient or an individual enrolled in the waiver.

CrITR - Critical Incident Team Report

DD- developmental disability, or, developmental disabilities

DDP- Developmental Disabilities Program of the Disability Services Division of the Department of Public Health and Human Services of the State of Montana.

DPHHS - Department of Public Health and Human Services

GF- State general funds

ICF/MR - Intermediate Care Facility for the Mentally Retarded. Residential facility defined by the federal government.

ICP- Individual Cost Plan. This document is a summary of the DDP-funded services, costs, units of service, funding sources and other information related to AWACS billing and payments. This document is the annual summary of DDP-funded services as approved by the individual's planning team at the Plan Of Care meeting.

IDEA - Individuals with Disabilities Education Act

Individual - Same as a client or service recipient in the waiver.

ISP - Individual Service Plan which is the same as a Plan of Care

ISR- Individual Service Record. This document opens service recipients in AWACS. It is also used to document changes in service status.

IR- Incident report

LOC - Level of Care. Often in reference to reviews conducted by authorized staff documenting a service recipient's initial and ongoing eligibility for waiver services.

LPN - Licensed Practical Nurse

LTCPEA- Long Term Care Patient Evaluation Abstract. A form documenting the brief medical history of the client, completed onsite by a Registered Nurse.

MONA - Montana Resource Allocation. This protocol developed by Davis/Deshaies under contract with the DDP.

MPQHF- Mountain Pacific Quality Health Foundation, also, The Foundation. DDP contracts with the Foundation for the provision of RNs, for the purpose of completing initial LOC medical forms, including the LTCPEA and the Waiver-1 Medical Needs form.

OHCDs- Organized Health Care Delivery System- A provider designation enabling an enrolled Medicaid provider delivering at least one Medicaid service to subcontract with a qualified provider, in accordance with the terms of a written agreement. DDP designates providers as OHCDs, in the DDP provider contract.

PERM- Payment Error rate Measurement System, implemented by CMS.

POC - Plan of Care

Port - To use an existing resource allocation to purchase services of choice, from the provider(s) of choice.

PSP - Personal Support Plan

QAOS sheet- Quality Assurance Observation Sheet. This document is used as part of ongoing DDP QIS quality assurance efforts with DDP-funded service providers. The QAOS sheet is used to negotiate the corrections of findings, in accordance with agreed upon time frames.

QAD- Quality Assurance Division of DPHHS. QAD audit staff performs SURS reviews.

QIS- A DDP Quality Improvement Specialist. The QIS is a state employee working in a DDP field office. Primary responsibilities outlined in the waiver include the implementation of quality assurance activities, the development of written quality assurance reports, and responsibility for level of care activities.

QP- Qualified Provider

Regional Manager - DDP field staff supervisor; oversees the Quality Improvement Specialists.

RN - Registered Nurse

SABHRS- Statewide Accounting, Budgeting & Human Resource System

SSA- Social Security Administration

SURS- Service Utilization Review System, conducted by QAD staff. This review validates the billing and payment methodologies.

Service Recipient- An individual receiving waiver-funded services.

TCM - Targeted Case Manager - This is an entitlement service for persons 16 and older with developmental disabilities.

TEAMS - The Economic Assistance Management System

VR - Vocational Rehabilitation

WACI - Waiver Access Client Information

WL- Waiting list for waiver services.

Appendix A: Waiver Administration and Operation